

Healthier Montana Menu Challenge Application Packet Checklist

Please include the following information in your application:

- _____ The Application Cover Page
- _____ A copy of one month's menus for the meal program which you are applying: breakfast, lunch and/or a la carte items served in your school. This menu must have been previously served. Please include portion sizes.
- _____ Breakfast Menu Work Sheets as applicable
- _____ Lunch Menu Work Sheets as applicable
- _____ A la Carte Food Items Work Sheet as applicable
- _____ Documentation of foods served, such as production records, recipes, ingredient statements, and/or Nutrition Facts labels to verify that the criteria have been met, in particular to verify whole grain food items and legumes/dried beans.
- _____ Documentation that the school is enrolled as a Team Nutrition School (please include a copy of the enrollment form if recently enrolled, or include a hard copy of the school listed in the database of Team Nutrition Schools found at <http://teamnutrition.usda.gov/database.html>). To verify if your school is already enrolled, use the search page option, and *enter your school's ZIP code*. If your school has not yet enrolled, please do so at <http://teamnutrition.usda.gov/team.html>.
- _____ Review Panel form with required signatures
- _____ Please include a paragraph describing why your school's program deserves recognition such as:
 - Placing extra emphasis on fresh, homemade foods;
 - Providing a whole grain item or a fresh fruit or vegetable on a daily basis;
 - Being involved in a local Farm to School project;
 - Providing nutrition education to parents, teachers and school food service staff and/or hosting creative menu promotions and events;
 - Serving a dark orange fruit or orange vegetable *at breakfast* once a week such as cantaloupe, oranges, pumpkin muffins, or sweet potato muffins; and/or
 - Serving a vegetable/legume menu item *at breakfast* one time per week such as a breakfast burrito with beans, or scrambled eggs with colorful vegetables.

Healthier Montana Menu Challenge Application

Application Cover Page

Application for (check all that apply): _____ **Breakfast** _____ **Lunch** _____ **A la Carte**

Print All Information

School Name _____

School District _____

Total Student Enrollment Served by the School District _____

School Address (please provide address, city, state and ZIP code)

Principal's Name _____

School Telephone _____

School Fax _____

School Foodservice Manager's Name _____

School Foodservice Manager's Telephone _____

School Foodservice Manager's E-mail Address _____

School Foodservice Manager's Contact Information for the Summer Months:

Summer Telephone _____

Summer E-mail Address _____

Review Panel Form

A healthy school nutrition environment is one which provides consistent messages, healthy food, opportunities for physical activity, and current nutrition education throughout the entire school. It is also important that administrators and teachers are serving as healthy role models for students. To ensure that the school is committed to the overall picture of supporting healthy students, please gather the requested signatures below and submit this form with your application.

Signatures of the Review Panel: We have reviewed this application and attest to the accuracy of the information provided. If selected, we agree to maintain the standards and procedures we indicated in this application for the duration of our certification as a Healthier Montana Menu Challenge Award recipient. Further, we agree to cooperate with the Montana Office of Public Instruction, Montana Team Nutrition, and other public health organizations to publicize our efforts and share information with other Montana schools.

School Nutrition Program Manager	Signature	Date
Representative of School Wellness Committee	Signature	Date
Team Nutrition Leader	Signature	Date
School Food Authority Administrator	Signature	Date
Representative of School's Parent Organization	Signature	Date
Other School Representative	Signature	Date
School Principal	Signature	Date

Thank you for applying for a Healthier Montana Menu Challenge Award.

For more information, please visit the Healthier Montana Menu Challenge Web site (ask Betsy what the link address will be) or contact the Montana Team Nutrition Program by telephone (406) 994-7217 or by e-mail stenberg@montana.edu.

Office use only

_____ Application Approved Dates of Award _____

_____ Application Denied Reason _____

Form adapted from the USDA HealthierUS School Challenge <http://www.teamnutrition.usda.gov/HealthierUS/index.html>

Healthier Montana Menu Challenge
Breakfast Menu Work Sheet for Weeks 1 and 2

Dates Served _____

School _____

Circle Menu Planning Approach Used: Traditional Enhanced NSMP ANSMP

Foods Served that Meet the Criteria

Criteria	Week 1		Week 2	
	FOOD	PORTION SIZE	FOOD	PORTION SIZE
Three different fruits are offered each week (includes fresh, frozen or canned)	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Fresh fruit is offered at least twice per week	1. 2.	1. 2.	1. 2.	1. 2.
Whole grain foods are offered at least three times per week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Protein-rich foods (meat/meat alternates) are offered at least three times per week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Low-fat (1%) and/or nonfat (skim) milk are offered daily	M T W Th F	M T W Th F	M T W Th F	M T W Th F

Place a checkmark on the blank line indicating that the following criteria are met:

- _____ When daily choices are not offered, higher fat entrée items are limited to once per week.
 When choices are offered, a student must be able to select a lower fat entrée each day.
 A higher fat entrée item is defined as having $\geq 40\%$ of calories from fat, excluding nuts, seeds and nut butters.
- _____ Limit the sale or service of high sugar breakfast cereals and other high sugar items
(12 grams of sugar per one ounce serving) to one time per month.
- _____ Limit the sale or service of baked goods (like donuts, sweet rolls, maple bars and toaster pastries) to one time per month.
- _____ Menus meet the USDA School Meals Initiative nutrient standards.

Healthier Montana Menu Challenge

Breakfast Menu Work Sheet for Weeks 3 and 4

Dates Served _____

School _____

Circle Menu Planning Approach Used: Traditional Enhanced NSMP ANSMP

Foods Served that Meet the Criteria

Criteria	Week 3		Week 4	
	FOOD	PORTION SIZE	FOOD	PORTION SIZE
Three different fruits are offered each week (includes fresh, frozen or canned)	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Fresh fruit is offered at least twice per week	1. 2.	1. 2.	1. 2.	1. 2.
Whole grain foods are offered at least three times per week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Protein-rich foods (meat/meat alternates) are offered at least three times per week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Low fat (1%) and/or nonfat (skim) milk are offered daily	M T W Th F	M T W Th F	M T W Th F	M T W Th F

Place a checkmark on the blank line indicating that the following criteria are met:

_____ When daily choices are not offered, higher fat entrée items are limited to once per week.
When choices are offered, a student must be able to select a lower fat entrée each day.
A higher fat entrée item is defined as having $\geq 40\%$ of calories from fat, excluding nuts, seeds and nut butters.

_____ Limit the sale or service of high sugar breakfast cereals and other high sugar items
(12 grams of sugar per one ounce serving) to one time per month.

_____ Limit the sale or service of baked goods (like donuts, sweet rolls, maple bars and toaster pastries) to one time per month.

_____ Menus meet the USDA School Meals Initiative nutrient standards.

Healthier Montana Menu Challenge
Lunch Menu Work Sheet for Weeks 1 and 2

Dates Served _____

School _____

Circle Menu Planning Approach Used: Traditional Enhanced NSMP ANSMP

Foods Served that Meet the Criteria

Criteria	Week 1		Week 2	
	FOOD	PORTION SIZE	FOOD	PORTION SIZE
Three Different Fruits per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Five Different Vegetables per Week	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
Dark Green/Orange Vegetables/Fruits – Three or More Times per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Fresh Fruits/Raw Vegetables- Three or More Times per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
A good source of Vitamin C -Daily (At least 8 mg per serving. Fruit and Veg. items may be combined to meet the Vitamin C requirement)	M T W Th F	M T W Th F	M T W Th F	M T W Th F
Four Different Entrees or Meat/ Meat Alternatives per Week	1. 2. 3. 4.	1. 2. 3. 4.	1. 2. 3. 4.	1. 2. 3. 4.
Cooked Dried Beans or Peas- One or More Times per Week	1.	1.	1.	1.
Two or More Sources of Iron- Daily (At least 0.8 mg/serving. One item may count as two sources if it has 1.6 mg or more of iron)	M T W Th F	M T W Th F	M T W Th F	M T W Th F
Whole Grain Foods- Three or More Times per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Low-fat (1%) and/or Skim (nonfat) Milk- Daily	M T W Th F	M T W Th F	M T W Th F	M T W Th F

Healthier Montana Menu Challenge
Lunch Menu Work Sheet for Weeks 3 and 4

Dates Served _____

School _____

Circle Menu Planning Approach Used: Traditional Enhanced NSMP ANSMP

Criteria	Week 1		Week 2	
	FOOD	PORTION SIZE	FOOD	PORTION SIZE
Three Different Fruits per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Five Different Vegetables per Week	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.	1. 2. 3. 4. 5.
Dark Green/Orange Vegetables/Fruits – Three or More Times per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Fresh Fruits/Raw Vegetables- Three or More Times per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
A good source of Vitamin C -Daily (At least 8 mg per serving. Fruit and Veg. items may be combined to meet the Vitamin C requirement)	M T W Th F	M T W Th F	M T W Th F	M T W Th F
Four Different Entrees or Meat/ Meat Alternatives per Week	1. 2. 3. 4.	1. 2. 3. 4.	1. 2. 3. 4.	1. 2. 3. 4.
Cooked Dried Beans or Peas- One or More Times per Week	1.	1.	1.	1.
Two or More Sources of Iron- Daily (At least 0.8 mg/serving. One item may count as two sources if it has 1.6 mg or more of iron)	M T W Th F	M T W Th F	M T W Th F	M T W Th F
Whole Grain Foods- Three or More Times per Week	1. 2. 3.	1. 2. 3.	1. 2. 3.	1. 2. 3.
Low-fat (1%) and/or Skim (nonfat) Milk- Daily	M T W Th F	M T W Th F	M T W Th F	M T W Th F

Healthier Montana Menu Challenge

Ala Carte Foods Work Sheet

Please complete the following table for all a la carte food and/or vended food items sold in your school. Please submit a Nutrition Facts Label and an ingredient list for each item listed with this work sheet. Refer to the information on the A la Carte Foods Criteria Sheet (Table 3) for instructions on how to calculate the percentage of calories from fat and sugar. *(Make additional copies of this form as needed.)*

A la Carte Food Item	Portion Size	Calories	% Calories from Total Fat	% Calories from Saturated Fat	% Sugar by Weight

Please attach a photocopy of each product's Nutrition Facts Label and ingredient list.